

24 May 1983

MEMORANDUM FOR THE RECORD

SUBJECT: FBIS FBN Position Classification/Compensation Status

1. In anticipation of negotiations with PMCD regarding field bureau foreign national staffing patterns, positions and grades, the attached draft grade position chart (Attachment A) and staffing patterns by bureau (Attachment B) have been developed after discussions with bureau chiefs during the conference to identify what FBIS believes is operationally necessary within the FBN Classification/Compensation System. All position titles are descriptive and tentative pending final agreement with PMCD.

2. In Attachment B, you will note that we will be arguing for an FBN-12 chief monitor position at every bureau, whether occupied or not. Each bureau should also have a minimum of two FBN-11 unit chief or monitor supervisor positions. The ratio of senior FBN-10 monitors to full performance level FBN-9 monitors is 50 to 60 percent but not more than 75 percent. For the senior FBN-11 associate editor, the grade is based on expertise and experience. The full performance level is one grade lower. Although rarely more than one senior associate editor at a bureau, more is possible as in the case of London and Okinawa bureaus.

3. Although benchmark standards for technicians have yet to be developed, in conversations with PMCD officers [redacted] it appears chances are good for obtaining an FBN-10 for the Hong Kong technician based primarily on the absence of staff technical supervision and increased complexity of the microwave equipment for the remote site-bureau signal feeder link. If this grade is granted, believe we can then use Hong Kong as a precedent to obtain FBN-10's for senior technician positions at Austria, Bangkok, London, Nicosia, Paraguay, Panama and Seoul for a total of eight FBN-10 positions justified by the above two factors plus, as appropriate, the sophistication of equipment above that level common to all bureaus (i.e. ROSET, VCVC, Remote sites), number of personnel supervised, and in the case of Austria and Nicosia the frequent absence of the staff regional engineer.

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4. Personal rank assignments will be sought for eight employees, primarily the experienced admin assistants, the position of which will more than likely be graded at the FBN-9 level. These will be in Austria, Bangkok, London (2), and Nicosia. Remaining PRA's will be for the Bangkok local engineer, the London technician and chief of the communications unit. Justification will be based on degree of skills and expertise of the individual excessive to job requirements. ||

5. After agreement has been reached with PMCD on staffing patterns, the results will be pouched to the bureaus for comment prior to implementation.

6. In a meeting on 11 May with [] and C/AS [] expressed optimism that a decision from OGC would be forthcoming soon on the draft compensation scales. These are now in the process of being updated by PMCD to reflect bureau wagescale changes since July 1982 when they were first developed. General agreement was reached that the Panama Bureau scale would be identical to the GS scale but topped off at the GS-12 grade. The Embassy scale in Tel Aviv, which is basically a flatline scale, will be adopted but the pay spread between step 1 and 12 will be 30 to 40 percent instead of the Embassy's approximately 10 percent, while percentage increases between grades will remain similar.

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7. Once the draft scales are approved, all foreign national employees will be placed at the appropriate grade/step as close as possible to but not less than their current salary. Those employees whose salary exceeds the top step of the grade assigned to the position they occupy will be placed at the appropriate step of the next highest grade with incumbency allocation status--full cost of living increases but no PSI or QSI until the employee is promoted. Those employees whose salary exceeds the top step of the scale will retain that salary with full cost of living increases in an incumbency allocation status but will be ineligible for PSI, QSI or promotion. They will be placed in an excepted category at FBN 13/1 level. [] advises that since Director/Office of Personnel has already approved concept of incumbency allocation for employees whose salary exceeds position grade, freezing salaries with exception of full cost of living increases will not require additional approval.

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9. Completion date for FBN compensation plan implementation is tentatively set for 1 October 1983.



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Special Assistant
Operations Group

Attachments:

- A. FBN Tentative Grade/
Position Chart
- B. Tentative FBIS Field Bureau
Staffing (FBN)

FBN TENTATIVE GRADE/POSITION CHART

	<u>MONITORIAL</u>	<u>EDITORIAL</u>	<u>TECHNICAL</u>	<u>ADMIN</u>	<u>COMMO</u>
FBN-12	Ch Monitor PMU Chief Ed				
FBN-11	Unit Chief Monitor Supvr	Sr. Assoc Ed PMU Ed Spec ME Review Writer			
FBN-10	Sr. Monitor	Assoc Editor TAB Unit Assoc Ed	Tech III		Chief Commo-LD
FBN-9	Monitor Cruiser	Sr. Assist Ed TAB Unit Ed- Research Assist	Tech II	Admin Assist III	DepCh Commo-LD
FBN-8	Subj Monitor	Assist Ed TAB Unit Assist- Editor	Tech I	Admin Assist II	Commo Supvr-LD
FBN-7	Trainee Monitor		Tech	Admin Assist I	Chief Commo Operator-LD
FBN-6			Boardman	Secretary Admin Clerk	Sr. Operator
FBN-5			Supply/ Maintenance Clerk	Recept/Typist	Operator
FBN-4				Chauffeur	Trainee Operator

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